



GOVERNOR'S ADVISORY COUNCIL ON AGING

**Executive Committee
Meeting Minutes
May 13, 2016
1:15 p.m. – 2:15 p.m.**

**Arizona Department of Health Services
Room 005, 1740 W Adams
Phoenix, Arizona 85007**

Executive Committee Members Present

Becky Brimhall-Lepire (Chair), Lisa O'Neill (Vice Chair) and Trudy Schuett (Marketing Ad Hoc Chair)

Executive Committee Members Absent

George A. Evanoff (Secretary), Doyle Meredith, (AICC Chairman), and C.T. Wright (Past Chair, LPCC Chairman)

Council Staff Present

Cathy De Lisa

Welcome and call to order

GACA Chair Becky Brimhall-Lepire called the meeting to order at 1:14 p.m. with a welcome.

Review & approval March 11, 2016 draft meeting minutes

Following a call for a review of the March 11, 2016 draft meeting minutes, *Trudy Schuett made a motion to approve the minutes as presented; Lisa O'Neill seconded the motion; the motion passed unanimously.*

Chair report & discussion

GACA Chair Brimhall-Lepire facilitated a discussion of the following matters.

- *GACA Member Engagement* - based on input received in response to a request at the March meeting by GACA Chair for member feedback, 60% engagement was not seen as an acceptable outcome. The group discussed potential roadblocks and ways to improve participation.
- *GACA's 2016 Goals & Priorities for 2016* – after a discussion that included roadblocks presented by having some GACA members not preparing ahead by reading staff emails, the draft

and approved minutes and coming unprepared to participate in the meetings, Vice Chair Lisa O'Neill reported she would revise the draft objectives for the committees as discussed. The updated draft objectives will be presented, discussed, then action proposed to recommend. If needed, additional meetings will be called ahead of the planned July 8, 2016 GACA meeting. Staff was asked to coordinate these additional meetings in June as requested.

- *Committee/Subcommittees Work* – it was agreed that work by the committees and subcommittees to accomplish their objectives is crucial to the Marketing Ad Hoc Committee's efforts to market GACA.
- *Proposed By-law Amendments* – this was tabled due to the absence of Mr. Evanoff.

A copy of the GACA Member Input Received document is available for review at the Governor's Advisory Council on Aging office.

Staff report & discussion

Executive Director Cathy De Lisa reported on the following:

- Successes & Roadblocks for the office and work being done on behalf of GACA;
- Input received on donation account/sponsorships – draft protocol developed and shared;
- Logistics for May 19-20, 2016 conference – members attending AZ4A conference are asked to help staff the sponsorship table; and
- Looking ahead to 2016 Annual Planning Meeting – logistical planning for the November meeting has begun; input is requested to help with agenda development.

A copy of the draft protocol is available for review at the Governor's Advisory Council on Aging office.

Report out & discussion related to Executive Committee - research, training, seminars, workshops, webinars, conferences, best practices, etc.

No information shared.

Adjourn

The GACA Chair adjourned the meeting at 2:12 p.m.

NEXT MEETING: The next Executive Committee meeting is scheduled for July 8, 2016; time and location to be announced by Public Meeting Notice posted at the Governor's Advisory Council on Aging website: <http://govtrans.az.gov/gaca/>. These meetings are open to the public.